



# LOS ANGELES COUNTY COMMISSION ON HIV

3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748  
www.hivcommission-la.info

## STANDARDS AND BEST PRACTICES (SBP) COMMITTEE MEETING MINUTES August 20, 2015

Approved  
9/17/2015

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	COMM STAFF/ CONSULTANTS
Terry Goddard, MA, <i>Co-Chair</i>	Suzette Flynn	Jason Brown	Jane Nachazel
Fariba Younai, DDS, <i>Co-Chair</i>	John Palomo		Doris Reed
Raquel Cataldo	Maria Roman		
Kimler Cruz-Gutierrez			
Derek Dangerfield			<b>DHSP STAFF</b>
Kevin Donnelly			None
Wendy Garland, MPH			
David Giugni, LCSW			
Grissel Granados, MSW			

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Standards and Best Practices (SBP) Committee Agenda, 8/20/2015
- 2) **Minutes:** Standards and Best Practices (SBP) Committee Meeting Minutes, 7/16/2015
- 3) **Table:** Standards and Best Practices (SBP) Committee Work Plan, 4/16/2015
- 4) **Format:** Population-Specific Guidelines: Instructions and Formatting, 3/18/2015
- 5) **Guidelines:** HIV Special Populations Guidelines - Transgender, 8/20/2015
- 6) **Guidelines:** HIV Special Populations Guidelines - Women, 8/20/2015
- 7) **Guidelines:** HIV Special Populations Guidelines - Youth, 8/20/2015

1. **CALL TO ORDER:** Dr. Younai called the meeting to order at 10:05 am.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order, as presented (***Passed by Consensus***).
3. **APPROVAL OF MEETING MINUTES:**  
**Motion 2:** Approve the 7/16/2015 Standards and Best Practices (SBP) Committee meeting minutes with "Dr. Garland" corrected to "Ms. Garland" (***Passed by Consensus***).
4. **PUBLIC COMMENT, (*Non-Agendized or Follow-Up*):** There were no comments.
5. **COMMITTEE COMMENT, (*Non-Agendized or Follow-Up*):**
  - Ms. Garland reported DHSP, Department of Public Health and the Commission submitted Medical Care Coordination for the County's Quality and Productivity Commission's Annual Awards. It received a special nomination for Change Maker Award. The Dorothy Chandler Pavilion will host an awards ceremony in October. Awards recognize excellence. There is no funding.
  - Mr. Cruz-Gutierrez noted some in the Asian/Pacific Island community were using public health data from the CDC and the County's Department of Public Health to undermine progressive California policies protecting LGBT. He urged awareness and attention to effective communication with the entire community.

**6. CO-CHAIRS' REPORT:**

- Mr. Goddard noted SBP faced a broad array of work. He recommended taking a step back to review SBP's mission as groundwork to addressing Work Plan priorities and what SBP can realistically accomplish in the next six months to a year.
- Dr. Younai added two key responsibilities are Standards of Care (SOCs) development and monitoring SOC performance in the community with outcomes and cost effectiveness. DHSP has already presented on several service categories to SBP.
- Mr. Goddard sought to increase evaluation of SOC function in the field, service effectiveness and how necessary DHSP SOC adaptation for implementation impacts SOC development. Current SBP capacity may be insufficient to meet all goals.
- ➡ SBP will examine its mandate, requirements and obligations at its next meeting. Bylaws will be included in the packet.

**7. COMMITTEE WORK PLAN:**

- Dr. Younai noted the ongoing responsibilities section reflects monthly meetings and minutes, review of aggregate Continuous Quality Improvement (CQI) data from DHSP and in-depth service category presentations by DHSP.
- Ms. Garland said data can be constructed various ways, e.g., Ryan White data reflects PLWH receiving those services while surveillance data reflects all PLWH in the County. DHSP provided quarterly CQI data reports in the past, but they were one-page summaries, e.g., of PLWH in Medical Outpatient. Data changes little quarterly so such reports are not very useful.
- She suggested using the larger surveillance data set to explore specific questions, e.g., how a specific population utilizes services or how various populations utilize a particular service such as Mental Health to better explore effectiveness.
- Dr. Younai asked about indicators. Ms. Garland replied she and Juhua Wu had been working on a project to develop two or three key process and two or three outcome indicators for each service category, e.g., viral suppression and retention. They have been drawing on institutional knowledge, reviewing contracts and looking at other jurisdictions' work for input.
- Dr. Younai felt the Commission and DHSP should work together on indicators since indicators are the foundation for service evaluation and will be listed at the end of SOCs. The original Continuum had a full set of process and outcome indicators.
- Ms. Garland reported DHSP had already developed logic models for Ambulatory Outpatient Medical (AOM), Medical Care Coordination, Linkage Case Management, Home-Based Case Management, Mental Health and Oral Health. The process and outcome indicators for the logic models are being used to drive indicator definitions. Logic models are especially helpful for DHSP because they allow planning, contracts and program evaluation staff to all use a similar template.
- The Medical Advisory Committee (MAC) planned to review the AOM SOC in October, but Dr. Younai hoped for September. The key revision is increased STI language. The September MAC will also address Oral Health performance measures.
- Mr. Goddard asked how Social Determinants of Health (SDH) might be quantified. Ms. Garland said surveillance collects only minimal characteristics, e.g., gender and race. Case Watch collects more information and DHSP can add variables albeit with some effort, but Case Watch does not reflect those outside the County system. Changes are also occurring within the Department of Public Health which will move surveillance to the statewide CalReady system including HIV and STIs.
- Dr. Younai noted the Population-Specific Guidelines: Instructions and Formatting has already been approved by the Commission, but the three HIV Special Population Guidelines for Transgender, Women and Youth need to be reviewed and updated per the format. Ms. Granados felt SBP lacked expertise for the work and urged referring each to pertinent groups, e.g., the Youth Caucus might address those Guidelines with the Connect2Protect Coalition which has expressed interest.
- Dr. Younai said the long-term goal was to wrap condensed special population information into each SOC much like a drug reference has the general use and then addresses specialized uses such as for pediatric patients.. It would take at least a year, however, to start that work. The current three Guidelines were developed by experts in their fields. The question was whether SBP had sufficient information to prepare them to be published in the new format prior to SOC inclusion.
- Mr. Cruz-Gutierrez asked how special populations were selected. Dr. Younai responded Planning, Priorities and Allocations originally requested SBP address the subject. Both the prior Prevention Planning Committee and Commission had identified some populations. SBP had planned to review and prioritize the population. It requested PP&A input in doing so.
- Ms. Granados asked about the development/revision process. Dr. Younai listed steps: identify balanced panel; provide panel materials including draft document for review a month prior to meeting; do literature search to inform panel; panel holds three- to four-hour facilitated meeting to revise document; incorporate revisions and return to panel for review; panel forwards final draft to SBP for review/recommendations; the document may then return to the panel for further review or SBP may forward it to the Commission to open public comment; the document may then either be approved or returned for consideration depending on public comment. At best, the entire process takes at least five months.
- Ms. Garland suggested an upstream review to fact check the three Guidelines and then evaluate how to proceed.

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- Ms. Granados noted the Work Plan targets publishing current SOC's in August 2015. She felt Transitional Case Management should be held back. It inappropriately includes youth and post-incarcerated in the same SOC. The National HIV/AIDS Strategy includes viral suppression of young people as an outcome so it is critical to update the SOC before publishing.
  - Ms. Nachazel noted the SOC does not address youth services in general, but only transitional services for minors moving into adult services just as the post-incarcerated sections only pertain to the transition from in custody to adult services.
  - Dr. Younai said the question was what SBP could live with now to get a baseline set published with the understanding that SOC's will then be reviewed and prioritized for revision. She supported publishing SOC's so long as nothing is factually wrong. SOC's on the website now are embarrassing drafts of old documents with poor formatting and often inconsistent language. Significant work has gone into correcting that. Delaying publication for "perfect" iterations has resulted in endless delays.
  - Mr. Goddard agreed many SOC's need revision, e.g., Housing Case Management is now Housing Specialty and will change next month, but SBP capacity should inform choices. Publishing would replace old website drafts with updated iterations.
  - Ms. Granados maintained post-incarcerated and youth populations were so different that including transitional services for both in the same SOC was inappropriate despite identified sections for each. She felt the SOC could readily be separated.
  - Mr. Goddard replied SBP had a process for revising SOC's. It should be followed to maintain the work's integrity. While he also has issues with Housing, he urged not delaying publication further. After that, SOC's can be prioritized for revision.
  - Barring revision, Ms. Granados suggested publishing the rest of the SOC's, but holding Transitional Case Management back.
  - Ms. Reed asked if the issue was factual errors or combined presentation. Ms. Granados said presentation was misleading.
  - Dr. Younai recommended starting work to develop prevention SOC's. Development generally starts with an overall definition of services and then definitions for subcategories. Ms. Granados suggested grouping them by service clusters. Dr. Younai noted the approach to prevention will differ significantly by whether or not it is linked to flow map buckets, e.g., current SOC's address staffing and access which will be very different for prevention services integrated into care services.
  - Traditionally, the Commission has attempted to marry HRSA, Commission and DHSP care service definitions into one. The care services general definition first addresses the broader categories of core medical and support services. From that, a table of contents of individual services was developed that formed the basis for recruiting panels to develop each SOC.
  - Mr. Giugni suggested services might be grouped by medical, e.g., PrEP, PEP and Prevention for Positives; and behavioral.
  - ➡ Initiate Indicator Work Group to work with DHSP to review each service category, identify current indicators, review currently available data, identify ideal indicators and how to move toward them, and review how implemented services align with SOC's and contracts to identify potential areas for revision. SOC's form the basis for all service contracts.
    - ▶ The first, two-hour meeting will be organizational. Ms. Garland will modify and provide her presentation to senior DHSP staff and the Work Group will review the 2008 Continuum's section on process and outcome indicators.
    - ▶ Ms. McClendon will coordinate the initial meeting prior to the next SBP. Agendize report back for September SBP.
    - ▶ Work Group members are: Ms. Cataldo, Mr. Donnelly, Ms. Garland, Mr. Giugni and Mr. Goddard.
  - ➡ Under Work Plan, Specific SBP Committee Responsibilities, 1) Population-Specific Guidelines:
    - ▶ Delete: Present new format for Population-Specific Guidelines and Develop social determinants framework, both done.
    - ▶ Add: SBP members, as noted, will fact check HIV Special Populations Guidelines including references to them in draft SOC's online and report back at the September SBP meeting: Mr. Donnelly with Sabel Samone-Loreca, Transgender; Ms. Granados, Women; and Mr. Cruz-Gutierrez, Youth.
    - ▶ Agendize for September: Review of three HIV Special Populations Guidelines, as noted, and list of special populations.
  - ➡ Motion 3 was postponed to the September SBP meeting. Ms. Reed will email the revised Transitional Case Management SOC to SBP for review prior to the meeting.
  - ➡ Under Work Plan, Specific SBP Committee Responsibilities, 2) Standards of Care:
    - ▶ Revise: Publish Current Standards of Care, change Committee Month from August to October 2015.
    - ▶ Carlos Vega-Matos was finalizing DHSP's updated RFP schedule and will forward it to SBP once complete. The RFP schedule helps inform prioritizing the revision of SOC's to ensure contracts are based on current information.
    - ▶ Add: Develop Prevention Standards of Care.
      - 1) Potential general prevention definition: "Medical, biomedical and behavioral interventions intended to reduce acquisition and transmission of HIV."
      - 2) Ms. Granados will review additional prevention definitions from, e.g., other jurisdictions, the CDC and the World Health Organization, and report back at the September SBP meeting.
      - 3) Determine overall definition at September meeting and develop prevention SOC table of contents.
  - ➡ Mr. Goddard and Dr. Younai will revise the Work Plan and return it to the September SBP meeting for review.
- Motion 3: (Granados/Giugni):** Defer publishing the Transitional Case Management SOC (**Postponed**).

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**8. SPECIAL POPULATION GUIDELINES TIMELINE:** There was no additional discussion.

**9. NEXT STEPS:** There was no additional discussion.

**10. ANNOUNCEMENTS:**

- Ms. Granados announced the 8/29/2015 premiere of "We're Still Here," a documentary on untold stories of the first generation of children born HIV+. Ms. Granados and John Thompson, MSW, who works at Children's Hospital Los Angeles (CHLA) with HIV+ youth and young adults, spent two years making the independent documentary. Doors at the Saban Auditorium, CHLA open at 5:00 pm for a reception. The film is at 6:00 pm. RSVP for free tickets at [werestillherefilm.com](http://werestillherefilm.com).
- Mr. Cruz-Gutierrez announced API Equality-LA will host "Crosswords: Ready for 2016: Educating and Organizing our API LGBT Community and Allies" on 8/29/2015, 9:30 am, at the AAAJ-LA Community Room, 1145 Wilshire Boulevard, Los Angeles 90017. The event will especially support strategizing to counter pushback against marriage equality and recent pro-trans legislation. RSVP at [apiequalityla.org](http://apiequalityla.org) or contact Mr. Cruz-Gutierrez directly.
- Mr. Donnelly attended last Tuesday's forum on HIV Criminalization. Contact him for information from the event.

**11. ADJOURNMENT:** The meeting adjourned at 11:50 am.